



E200 Periodicals

E240 Automation Rates

Summary E240 describes the eligibility standards for mailing automation 5-digit, 3-digit, and basic rate mailings.

1.0 BASIC STANDARDS

All Pieces [6-12-03] All pieces in a Periodicals automation rate mailing must:

- 1.1
 - a. Meet the basic standards for Periodicals in [E211](#) and for the category of authorization in [E212](#).
 - b. Be in the same processing category and meet the physical standards in [C810](#) (letters) or [C820](#) (flats). (Automation rate mailings may not include firm packages.)
 - c. Bear a delivery address that includes the correct ZIP Code, ZIP+4 code, or numeric equivalent to the delivery point barcode (DPBC) and that meets these address quality standards:
 - (1) The address matching and coding standards in [A800](#) and [A950](#).
 - (2) If an alternative addressing format is used, the additional standards in [A020](#).
 - d. Bear an accurate barcode meeting the standards in [C840](#), either a DPBC (if a letter) or a ZIP+4 barcode or DPBC (if a flat), either on the piece or on an insert showing through a barcode window.
 - e. Be marked, sorted, and documented as specified in [M045](#), or [M810](#) (letters) or [M820](#) (flats) or, for nonletter-size mail, [M910](#), [M920](#), [M930](#), or [M940](#).
 - f. Meet the applicable documentation and postage payment standards in [P012](#), [P013](#), and [P200](#).

Enclosed Reply Cards and Envelopes

- 1.2 All letter-size reply cards and envelopes provided as enclosures in automation rate Periodicals and addressed for return to a domestic delivery address must meet the standards in [C810](#) for enclosed reply cards and envelopes. The mailer's signature on the postage statement certifies that this standard has been met when the corresponding mail is presented to the USPS.

2.0 RATE APPLICATION

5-Digit Rates 5-digit automation rates apply to:

- 2.1
 - a. Letters in groups of 150 or more pieces to the same 5-digit or 5-digit scheme placed in a 5-digit or 5-digit scheme tray or trays prepared under [M810](#). (Preparation to qualify for the 5-digit rate is optional and, if performed, need not be done for all 5-digit or 5-digit scheme destinations.)
 - b. [1-9-03] Flats in 5-digit packages and 5-digit scheme packages of six or more pieces each, prepared under [M045](#), [M820](#), or [M900](#).

3-Digit Rates 3-digit automation rates apply to:

- 2.2
 - a. Letters in groups of 150 or more pieces to the same 3-digit or 3-digit scheme placed in a 3-digit/scheme tray or trays under [M810](#).
 - b. Flats in 3-digit packages of six or more pieces each, prepared under [M045](#), [M820](#), or [M900](#).

**Basic Rates**

2.3

Basic automation rates apply to:

- a. Letters prepared under [M810](#) that are not claimed at 5-digit or 3-digit rates.
- b. Flats prepared under [M045](#), [M820](#), or [M900](#) that are not claimed at 5-digit or 3-digit rates.
- c. All pieces in any package that contains fewer than six pieces.